

Notice of Addition or Change of Tax Types/Bank Change

ACH Debit Filers Only		User ID Code (5 digits)
Company Name and Address		Taxpayer Identification Number
		Telephone Number
Contact Person	Date	Fax Number

Please complete this form when changing the type of tax you are paying by Automated Clearing House (ACH).
Our contractor will notify you after the change has been made.

Check the type of tax you currently remit
by ACH Debit (check all that apply):

- ☐ Withholding (01100)
- ☐ Single Business Tax (02100)
- ☐ Sales Tax (04200)
- ☐ Use Tax on Sales and Rentals (04400)
- ☐ Use Tax on Purchases (04500)

Check the type of tax you will be remitting
by ACH Debit (check all that apply):

- ☐ Withholding (01100)
- ☐ Single Business Tax (02100)
- ☐ Sales Tax (04200)
- ☐ Use Tax on Sales and Rentals (04400)
- ☐ Use Tax on Purchases (04500)

Enter **Current** Banking Information Below:

Print Name of Current Bank
ABA Routing Number
Effective Date
Bank Account Number

Enter **New** Banking Information Below:

Print Name of New Bank
ABA Routing Number
Effective Date
Bank Account Number

Signature Authorization

Print Name of Authorized Representative	Signature of Authorized Representative	Date
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If you have any questions, please contact the Michigan Department of Treasury at (517) 373-8547.

Please return this form to: Sales, Use and Withholding Taxes
Michigan Department of Treasury
Treasury Building
Lansing, Michigan 48922
Fax: (517) 241-4812

Contractor Use Only	
Change Effective	Signature